



## **CITY OF SAN BRUNO**

Community Services Department

### **MEETING MINUTES**

#### **Senior Citizens Advisory Board October 17, 2017**

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Goff, Vice Chair Green, Carmichael, Chu, Hayes, Tracey, and Treasurer Hornung. Board Members Absent: Luzaich. Staff Present: Brewer, Tessier, and Aker.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **APPROVAL OF MINUTES:** **MSC Tracey/Chu** to approve the minutes of the September 19, 2017 meeting. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **CONDUCT OF BUSINESS:**
  - a. Treasurer's Report – September 2017 Treasurer's Report filed for audit. Treasurer Hornung reviewed the sources of revenue for the Senior Center Trust Fund.
  - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for September 2017. Superintendent Brewer updated the Board on the Nutrition Program and that staff and volunteers would start cooking the lunches at the Senior Center in November and transferred to the Veterans Memorial Recreation Center. They would be transported in hot boxes on loan from the Lions Club for as long as the Senior Center needs them. Board Member Tracey asked if the attendance numbers for lunch have decreased since the incident and Superintendent Brewer replied that they had been steady and not decreased.
8. **UNFINISHED BUSINESS:**
  - a. Bocce Ball Court Update – Superintendent Brewer told the Board that the bocce ball court should be completed on October 18 and the league will start on October 20. Board Member Chu asked how long the warranty covers the new

court and Superintendent Brewer said she would look into it and report back to the Commission the following month. Board Member Hayes recommended that staff purchase a battery powered leaf blower to assist with maintaining the court after rain and Superintendent Brewer replied that she would look into it and report back to the Board the following month.

- b. Senior Center Restoration Update – Superintendent Brewer told the Board that any update she receives from the Public Works department on the Senior Center restoration will be posted on the website and sent to the Board through email. She has not received any update since the previous week when they were informed that the replacement of the Senior Center multi-purpose room floor would be paid for by the insurance company and not through the Senior Center Trust Fund.

- 9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Chair Goff asked when the air conditioner would be fixed at the Senior Center and Superintendent Brewer replied that staff was scheduled to start working on it in the afternoon. Board Member Chu told the Board and staff that he would be joining the Building and Maintenance Subcommittee. Board Member Chu also asked if staff can look into repairing the glass on the salad cart and staff replied they would get it fixed. Chair Goff asked staff to also repair some of the shades in the multi-purpose room.

- 10. **ITEMS FROM STAFF:** Superintendent Brewer told the Board that the Request for Proposals for the Senior Center deck had been issued and they had received a lot of interested companies and they will be reporting back to the Board as that project progresses. She added that they are in the process of interviewing for the Recreation Coordinator position currently vacant at the Senior Center and would be updating the Board as the recruitment process is finalized.

- 11. **ADJOURNMENT:** Vice Chair Green adjourned the meeting at 9:43 a.m.

Respectfully Submitted,

Ludmer Aker  
Executive Assistant  
Community Services